

CHECKOUT LAUNCH CONTROL SYSTEM (CLCS) BUSINESS RECORDS

PROCESS	DOCUMENT NUMBER GENERIC BUSINESS RECORD TITLE	RESPONSIBLE FOR COMPLETION	FILE LOCATION (Office No.)	RETENTIO N PERIOD	ARCHIVE LOCATION	ARCHIVE PERIOD
Delivery KDP-P-1173	84K00008-001/CLCS Master Project Schedule (5 Year)	Project Controls Office (PCO)	EM/Razor Hard Copy/CM Repository	End of Project	EDC	N/A
	84K00150 SERIES Delivery Document-Initial	Strategic Engineering Team (SET)	EM/Razor HC/CM Repository	Delivery Completion	N/A	N/A
	85K00150 SERIES Delivery Document-Baseline	SET	EM/Razor HC/CM Repository	Delivery Completion	N/A	N/A
	No Document Number (NDN)/DP-1 Thread Lead Checklist	Thread Lead	EM/Personal Computer	Delivery Completion	N/A	N/A
	E....-... Series/Issue Resolution	ERP	EM/Email/Razor	End Of Project	N/A	N/A
	NDN/CLCS Delivery Schedule	SET/PCO	PCC Rm 3084 North Wall	End of Project	N/A	N/A
	NDN/Integrated Delivery Schedule- Overview	Delivery Manager	EM/http://lpsweb.ksc.nasa.go v/CLCS/sei/Schedules/(delive ry name)over.ppt HC/CX-C/ Rm 1123A	Delivery Completion	N/A	N/A
	NDN/Integrated Delivery Schedule-Baseline & Actuals	Delivery Manager	EM/CLCS1/CLCS Schedule/Integrated Schedule.mpp HC/CX-C/Rm 1123A	Delivery Completion	N/A	N/A
	NDN/Design Panel Minutes	Design Panel Secretary	EM/http://lpsweb.ksc.nasa.go v/CLCS/sei/des- panel/dpminutes.html HC/PCC Rm 2052K	Delivery Completion	N/A	N/A
	NDN/Delivery Manager Report (Delivery Summary Status)	Delivery Manager	EM/http://lpsweb.ksc.nasa.go v/CLCS/sei/Schedules/deliver y.html HC/CX-C/Rm 1123A	Delivery Completion	N/A	N/A
	84K00300 SERIES Thread/Pathfinder Assessment Document(s) {contains Statement of Work (SOW), System Level Specification (SLS) Requirements, CSCI/HWCI Labor Assessments, Specifications & Diagrams for each Thread/Pathfinder} (DP1)	SET, Thread/Pathfinders Leads	EM/Razor	End of Project	N/A	N/A

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(Continued) Delivery KDP-P-1173-BASIC	NDN/Software Architecture Drawings (Currently In Development)	System Design Team	<i>Projected to be placed in EM/Razor HC/System Design Repository</i>	End of Project	N/A	N/A
	NDN/Delivery Kick-Off Presentation	SE&I Chief	EM/Personal Computer/CX-C/Rm 1143 HC/CX-C/Rm 1143	Delivery Completion	N/A	N/A
	NDN/Hardware Architecture Drawings	System Design Team	<i>Projected to be placed in EM/Razor HC/System Design Repository</i>	End of Project	N/A	N/A
	NDN/HWCI/CSCI Schedules	CSCI/HWCI Leads	EM/CLCS1 Server	Delivery Completion	N/A	N/A
	84K00500 – 84K01010 SERIES Requirements Design Panel Document(s) {Functional - Performance Requirements, Dependencies Diagrams, Preliminary Design Specifications} (DP2)	CSCI/HWCI Leads	EM/Razor	End of Project	N/A	N/A
	84K00500 – 84K01010 SERIES Detailed Design Panel Document(s) {Functional - Performance Requirements, Dependencies Diagrams, Design Specifications, External Interfaces, Test Plan} (DP3)	CSCI/HWCI Leads	EM/Razor	End of Project	N/A	N/A
	84K00350 - 84K00499 SERIES Interface Description Document (IDD)	CSCI/HWCI Leads	EM/CLCS1 Server, Razor	End of Project	N/A	N/A
	84K00600 SERIES CSCI Integrated Test (CIT) Procedures	CSCI/HWCI Leads	EM/Razor	End of Project	N/A	N/A
	84K00150-001-00 SERIES Delivery Acceptance Review (DAR)	System Integration and Test	EM/Razor	End of Project	N/A	N/A
	NDN/Delivery-Working Baseline	System Engineering Team Lead	EM/PC in CX-C, Rm 1154	Delivery Completion	N/A	N/A
	NDN/System Design Team Status	System Design Team	EM/Electronic Mail	End of Project	N/A	N/A
	Delivery List	System Engineering Team Lead	EM/PC in CX-C, Rm 1154, and E-Mail	Delivery Completion	N/A	N/A

KENNEDY SPACE CENTER BUSINESS MANAGEMENT SYSTEM